

THE COAST GUARD RESERVIST

January-February 1985

U.S. Department
of Transportation

United States
Coast Guard



INSIDE

Annual Training Courses

ADT Course Schedule

Drill Pay Tables



UNCLAS

NEW EDITOR

With this issue, I will begin serving as the new editor of The Reservist. I am looking forward to continuing the fine work of my predecessor, Ensign Ruvolo, and encourage you to supply any information about reservists or Reserve activities that you feel merit publication. Also, please feel free to provide any feedback you may have concerning this magazine. I look forward to hearing from you.


J.L. PARKHURST
ENS USCGR

Last World War II SPAR Retires

CWO4 Alice T. Jefferson, the last WWII SPAR serving on active duty, brought an end to an era when she retired on 1 November 1984, after 24 years of service. She enlisted in the SPARs in 1943. After boot camp, she was assigned to Brooklyn Supply Depot and later Boston until she was discharged in June of 1946.

During the SPARs 20th anniversary reunion in New York City in 1963, she learned that women were once again being accepted into the service. She came back to active duty in October 1964 as a storekeeper chief and was assigned to assist in the training of new SPARs at Bainbridge, MD and Groton, CT.

CWO Jefferson went on to become the regular Coast Guard's first female officer. Over her 24 years of service she has had assignments at Governor's Island, NYC, Coast Guard Headquarters, Washington, DC, New Orleans, Cleveland, San Francisco and Boston. WE CONGRATULATE HER ON HER RETIREMENT AND WISH HER THE BEST OF LUCK IN THE FUTURE!

AWARD

A major event in the delta country of California is the annual Bass Derby, held in the Sacramento River town of Rio Vista. Bass Derby weekend is a three-day celebration for Delta residents and includes many varied activities. These activities include fishing contests, a beauty contest, a street carnival and the Bass Derby parade.

A military color guard from CGRU Station Rio Vista participated in the 37th annual Bass Derby parade, and was composed of PS2 Kevin Richlin, PS2 Greg Pellerin, RM2 George Timm and PS3 Jesse Horn. The color guard impressed both judges and spectators alike with its military bearing and precision marching which included a modified version of the Queen Anne Marching Manual of Arms. For its efforts, the color guard was awarded first place. This award brings the unit's total awards count to eleven for its marching units and other parade entries. NICE WORK CGRU STATION RIO VISTA!

THE COAST GUARD RESERVIST is published bi-monthly by the Commandant of the United States Coast Guard.

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This material is printed as information only and is not authority for action.

Members of the Coast Guard Reserve are invited to submit articles, photographs and artwork to the editor for possible publication. By-lines will be given.

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CG-288

ADMIRAL'S CORNER

So far, during my tour as Chief, Office of Readiness and Reserve, I have questioned the apparent lack of adequate recognition of outstanding performance by some of our reserve personnel.

Recognition of deserving personnel is a command responsibility and an integral element of successful leadership. The award recommendation/approval process may seem somewhat mysterious and involved to some. It need not be. For example, a recent change to the Medals and Awards Manual, (COMDTINST M1650.25), has eliminated the requirement for the recommending unit to prepare a draft citation, which has been a major stumbling block in the past. Now, only form OPNAV-1650/3 need be completed, telling what the person did and why that performance exceeded the norm.

The timely presentation of an appropriate award serves many purposes. Not only does it instill in the recipient a desire to continue the outstanding performance, but it also serves as a morale booster to the rest of the unit as well as an incentive to others throughout the Coast Guard.

I am not, however, soliciting nominations. While a deserved award instills pride in the individual and buoys the spirits of his or her shipmates, an undeserved award would have the opposite effect and be damaging to our Reserve Program.

It is the personal responsibility of the commanding officer to ensure appropriate recognition of outstanding performance. When an award is deserved, let's use the awards system.

I'd like also to extend best wishes and good fortune to all in the new year!

Sincerely,



RADM J. A. McDonough, Jr.
Chief, Office of Readiness and Reserve



What's a FEMA IMA?

by LCDR Kenneth D. Appleton

The Coast Guard has recently signed an interagency agreement to supply Individual Mobilization Augmentees (IMAs) to the Federal Emergency Management Agency (FEMA). The agreement was signed by RADM McDonough with FEMA representative Thom Jackson on hand on 31 October 1984.

Late response mobilization billets already exist with the Selective Service, Department of Transportation, and Department of Defense. With the addition of these 12 new Federal Emergency Management Agency billets, the total of Coast Guard Individual Mobilization Augmentee billets now exceeds 70.

As with most of the other interagency billets the FEMA billets are aimed at senior Volunteer Training Unit officers in a non-pay status. FEMA has agreed to pay for the annual active duty for training, as well as provide the augmentees with specialized training at FEMA sponsored schools.

Reserve officers from every service, except the Marine Corps, participate in the augmentation of FEMA sponsored emergency management offices throughout the country. Senior Coast Guard Reserve officers will be assigned to FEMA offices located in port cities throughout the United States. It is expected that these Coast Guard Reserve officers, with their knowledge and experience in port safety and security, will provide FEMA offices with a valuable source of expertise in the event of a mobilization or national emergency.

FEMA is responsible for encouraging the development of coordinated emergency response management at the local, county, and state levels. Through its COTPs (Captain of the Ports), the Coast Guard plays the predominant role in emergency management at the port level. It is hoped that through the acquisition of these new billets, a more efficient form of emergency management will exist through the cooperation of both the Coast Guard and the Federal Emergency Management Agency.



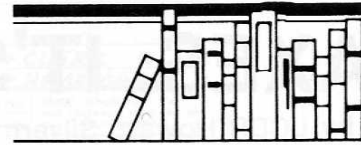
RADM McDONOUGH, with FEMA representative, Thom Jackson.



★ Two-Star Swearing In ★

Recently RADM Douglas W. Fredericks, Senior Reserve Officer, Atlantic Area, swore in SKCM Fletcher Eberle upon his commission as CWO(F&S). His wife, SKC Jill Eberle, and Reserve Group Atlantic Area were on hand for the ceremony. For rendering the first salute to her husband, SKC Eberle received the traditional silver dollar. Photo by CDR Henry Plimack.

New End-of-Course Test Policy



The likely compromise of a large number of correspondence courses, specifically their related end of course tests (EOCTs), was announced on 6 November 1984 by Headquarters in ALDIST 276/84.

The ALDIST listed the following affected EOCTs (and edition number): FN Ed.9, SN Ed.8, BM3 Ed.2, EM3 Ed.7, MK3 Ed.2, SK3 Ed.9, YN3 Ed.2, BM2 Ed.8, MK2 Ed.2, BM1 Ed.5, ET1 Ed.6, MK1 Ed.2, SK1 Ed.7, SS1 Ed.3, all E-7 rating EOCTs, BASAR Ed.1, BOSAF Ed.4, CELNAV Ed.4, COM-OFF Ed.6, HONORS Ed.1, MRN3 Ed.2, MRN-E3 Ed.1, MRN2 Ed.2, MRN E-6 Ed.2, MRN-E4 MRN-E4 Ed.2, NAVRUL Ed.2, and SMBCC Ed.1.

The above EOCTs, if not administered by 7 Nov 1984, are obsolete and must be returned to the Coast Guard Institute. Any affected EOCTs administered after 7 November 1984 will not be scored by the Institute. As a result of the likely compromises, the Institute has changed its policy regarding distribution of all Institute correspondence course EOCTs:

1. New courses enrolled in after 7 November 1984 will not carry automatic distribution of EOCTs. Unit Education Services Officers (ESOs) will have to order the EOCT separately until new order forms are developed for this purpose. Until then, ESOs should order EOCTs by Rapidraft Letter. The EOCT will be valid for ninety days only. If the enrollee fails to pass in the first attempt, the Institute will automatically mail out a second EOCT. Subsequent issues of the particular course EOCT must be ordered by the unit ESO and may not be requested until thirty days from the administration date of the previous test. Automatic disenrollment will result from a lapse of 24 months enrollment, or the sixth failure of the course EOCT, whichever occurs first.

2. Course EOCTs not affected by the likely compromise that were issued prior to this new policy must be administered before 23 March 1985 or returned unadministered to the Institute. These enrollees are automatically coupled to the new policy.

3. Course EOCTs affected by the likely compromise that are not advancement related come under the new policy.

4. Course EOCTs affected by the likely compromise that are advancement related come under special rules for personnel who will be participating in the April 1985 reserve servicewide exam:

a. Upon return of those compromised EOCTs the Institute will automatically mail out a replacement EOCT regardless of the number of previous EOCT attempts by the enrollee/candidate. This automatic distribution is good to two attempts beyond 7 November 1984 but no later than 22 March 1985. After the latter date the new policy applies and the unit ESO must order the EOCT by Rapidraft Letter if the EOCT order form is not yet available.

b. April 1985 SWE participants are given an extension of the deadline to complete affected advancement related courses, however, they must have completed the course(s) before the publication date of the April 1985 cycle advancement eligibility list. Otherwise, their names will be removed from the advancement eligibility list.

c. The deadline for the first-attempt bonus point completion is extended to 15 February 1985 for April 1985 SWE participants.

Coast Guard Institute letter 1500 of 8 November 1984 contains official notification of these points and expands on the new EOCT distribution policy. This letter was sent to every active service and reserve unit in the Coast Guard. All reservists should make a point of reading this letter as well as ALDIST 276/84.



TAXES: IT'S THAT TIME AGAIN \$\$

by LCDR Howard Silverman

This article, updated during November of 1984, highlights tax information for Coast Guard reservists. Keep in mind that circumstances are never identical for any two persons.

Since the January-February 1984 article, the Deficit Reduction Act of 1984 has been passed. It is commonly called the "Tax Complexification Act of 1984". Reservists purchasing automobiles after June 18, 1984 need to be especially concerned. This information should not replace the traditional consultation between you and the Internal Revenue Service's Taxpayer Service Division, a Certified Public Accountant, attorney or Enrolled Agent authorized to practice before the Internal Revenue Service.

RECORDS

A typical Coast Guard reservist will be paid 13 times a year. Twelve payment explanations are shown on each CGHQ-4458A "Reserve Earning Statement". The check payment covers multiple and single drills less withholding for Servicemen's Group Life Insurance (SGLI). Some reservists have Federal and/or State income tax withholding (ITW) as well. The thirteenth payment will be for your annual training (ADT). You will receive a "payee" copy of of CG-4436A which will show a combination of taxable and nontaxable items, such as:

- Basic pay (taxable)
- Sea duty pay (taxable)
- Aviation pay (taxable)
- Reenlistment bonus (taxable)
- BAQ (non-taxable)
- VHA (non-taxable)
- BAS (non-taxable)
- Per-diem (non-taxable)
- Mileage (non-taxable)
- Reimbursed travel expenses (non-taxable)
- Income Tax Withheld (ITW)
- Federal Insurance Contribution Act (FICA)
- Net Pay

The combination of the twelve CGHQ-4458As and the CG-4436A should equal the

Wages, Income Tax Withheld, and FICA Withheld shown on Form W-2, the "Wage and Tax Statement", which you will receive in January 1985. Note that the W-2 is based upon the payment date, not the drill date. A general rule is that pay is taxable and allowances are non-taxable. Retirement pay is also taxable and should be reported on schedule E, Part 1. If you are deducting meals and lodging, those expenses must be reduced by the BAQ, VHA, BAS, and Per Diem received (Rev. Rul. 63-64). Only the net cost is deductible.

TRAVEL: ADT/TEMAC

Payments for per diem, mileage and reimbursed travel expenses are specific reimbursements which are "deemed adequate" according to the Coast Guard and therefore are non-taxable (Rev. Rul. 77-410). Coast Guard reservists deducting excess expenses over reimbursements must reduce their expenses by the applicable non-taxable payments to compute a net deduction.

An example is a Lieutenant Commander living in New London who performs TEMAC at the Olympic Games in Los Angeles. He pays for meals, totaling \$500.00. Within his paycheck he receives \$45.00 for BAS and \$300.00 for Per Diem. This is shown on CG-4436A, Section D.

Cost of meals	\$500.00
Less: BAS/Per Diem	\$345.00
Net Cost	\$155.00

The \$155.00 in the example is deductible as Adjustment to Income on Page 1, Form 1040. IRS Form 2106, "Employee Business Expense", has the best format to compute this deduction.

TRANSPORTATION: IDT DRILLS

The one expense most Coast Guard reservists will identify with is use of their automobiles to attend drills. The automobile expenses may be deductible employee business expenses as described in Regulation 1.162-2 of the Internal Revenue Code.

Use IRS label. Other- wise, please print or type.	Your first name and initial (if joint return, also give spouse's name and initial)	Last name	Your social security numb
	JB 516-04-1492 575-10-1776 DO 52 1		
	JOHN T. & MARY BROWN 885 SCOTT STREET HOMETOWN, MD 01234	(rural route)	Spouse's social security n
		Your occupation	CLERK
		Spouse's occupation	HOMEMAKER
Presidential Election Campaign	Do you want \$1 to go to this fund?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Note: Checking "Yes" not increase your tax or decrease your refund.
	If joint return, does your spouse want \$1 to go to this fund?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

For Privacy Act and Paperwork Reduction Act Notice, see page 23 of Instructions

Business automobile expenses are deductible, but commuting costs are not deductible (ICR 162, IRC 262 and Rev. Rul. 55-109). Commuting expenses between your residence and a drill within the area of your "tax home" are not deductible. The "tax home" is your principal business location, i.e. your place of full-time employment. This is distinguishable from your residence, but often within the same general area.

The additional costs of going from principal place of business (tax home) to a drill are often deductible. Also, automobile expenses from your residence to a drill site outside the area of your "tax home" are deductible. The following examples are intended to clarify this distinction.

1. An SK2 lives in Jennings, MO., and is employed full time in St. Louis. He augments the Second Coast Guard District in St. Louis every Tuesday evening. He may commute either of two ways: (a.) He drives ten miles from his civilian office to the Second Coast Guard District office. He may deduct that ten mile trip. (b.) He chooses to drive from his civilian office to his home in Jennings and later that evening goes to the Second District office. Even though he went home in between, he drove 28 miles from his civilian employment before reaching the District office. Nevertheless, his deduction is limited to the ten mile distance in example (a) above.

2. An HS1 who lives in Lynbrook, NY, and works in Lynbrook Monday through Friday, drives two days a month on drill weekends to augment Station Short Beach, Long Island. The station is outside her principal place of employment, so the entire mileage is deductible. She can deduct four times the distance from Lynbrook to Short Beach if she drives home each evening.

To compute the deduction follow the format of Form 2106, "Employee Business Expense". Start with Part IV, Auto Expenses, when filling out the form.

DEDUCTIONS FOR CARS ACQUIRED AFTER JUNE 18, 1984

The Internal Revenue Code Section 280F may well affect you and the decision of which car you will want to drive to your drills/ADT. The new law will limit the deduction to \$4000 for the first year and \$6000 for subsequent years. This means that cars costing more than \$16,000 can no longer be written off in less than three years.

If your automobile is used predominantly (over 50%) for business, your investment credit is limited to \$1000 and depreciation to \$4000 in 1984.

Example 1:

Cost of Automobile	\$10,000
Business Use	80%
Investment Credit (IRS Form 3468)	480*
Depreciation (IRS Form 2106)	3,200#

$$*(10,000 \times 6\% \text{ I/C} \times 80\% \text{ Bus.})$$

$$\#(4,000 \times 80\% \text{ Bus.})$$

Example 2:

Cost of Automobile	\$20,000
Business Use	80%
Investment Credit	800*
Depreciation	3,200#

$$*(20,000 \times 6\% \text{ I/C} = \$1,200, \text{ however, } \$1,000 \text{ max.} \times 80\% \text{ Bus.} = \$800.00)$$

$$\#(4,000 \times 80\% \text{ Bus.})$$

If the business use percentage is 50% or less, no Investment Credit is allowed and depreciation must be claimed under the straight-line method over 5 year life (for three-year property).

Example 3:

Cost of automobile	\$10,000
Business Use	40%
Investment Credit	-0-
Depreciation	400*

$$*(10,000 \times 10\% [\text{all that is allowed in the first year under Accelerated Cost Recovery System (ACRS)}] \times 40\% \text{ Bus.})$$

\$



The "ACRS" five year recovery period percentages are: 1st yr. - 10%, 2nd, 3rd, and 4th yrs - 20%, 5th yr - 10%. The total is 80% (not to exceed 100% as expected). After 1984 no deduction or credit is allowed unless substantiated by "adequate contemporaneous records", i.e. log, journal or diary.

ITEMIZED DEDUCTIONS

Reservists and their spouses may participate in an Individual Retirement Account (IRA). IRC 219 allows Coast Guard reservists to put aside and deduct the lower of \$2,000 or 100% of compensation earned from all sources and placed in an IRA. Reservists with nonworking spouses may deduct up to \$2,250 if their spouse's IRA equals at least \$250 of the \$2,250.

There are a few categories of deductions to which Coast Guard reservists may be entitled on Form 1040, Schedule A, "Itemized Deductions". Present policy requires that the distinctive Coast Guard uniform and work uniform be worn only on official occasions. The cost of replacement clothes not issued but required as part of a full seabag, repairs to the uniform, laundering of the uniform, as well as cap devices, shoulder boards, etc., are all deductible. (Rev. Rul. 55-109). Note: different rules apply to officers and enlisted.

Under some circumstances, tuition, class text books and related education transportation are deductible. You may deduct the ordinary and necessary educational expenses you incur if they meet the express requirements of your employer for keeping your status of employment.

For example, if our Short Beach HS1 took a night course in Clinical Pharmacology, she could deduct the educational and related travel expenses. Your unique circumstances will determine what expenses might be itemized deductions.

TAX CREDITS

The Credit for Child Care expense allows for 20 to 30 percent of the expenses

paid for the care of a qualified child or dependent for the purpose of attending drills. Reservists with Adjusted Gross Income (AGI) of \$10,000 or less will be entitled to a credit equal to 30%. The credit will be reduced by one percentage point for each \$2,000.

HOSPITAL INSURANCE BENEFITS TAX CREDIT

IRS in Information New Release 84-32, March 7, 1984 stated that federal employees may be entitled to a tax credit for any excess Social Security taxes withheld from their pay for Medicare coverage. To qualify in 1984 reservists must have earned more than \$37,800, in combined wages from more than one government employer.

Example: A PSC works as a civilian at Fort Sheridan. He earns \$40,000 as a GS-12 and \$5,000 as a reservist, (\$2,800 on IDT and \$2,200 on ADT/SADT). The U.S. Army at Fort Sheridan withholds \$491.00 (\$37,800 x 1.3% for Medicare). The U. S. Coast Guard withholds \$147.00 FICA on his ADT/SADT). \$29.00 of this is FICA for Medicare coverage and thus is Excess Hospital Insurance Benefits Tax, which is a tax reducing credit. Use IRS Form 4469 to compute the amount.

MISCELLANEOUS COMMENTS

If you are new to the U.S. Coast Guard Reserve and therefore made substantially more taxable income (over \$3,000) you may qualify for Income Averaging. You should determine this by preparing Form 1040, Schedule G.

Some professionals under their employment contract are paid the difference between their Coast Guard ADT earnings and their usual paycheck (when higher). It may be preferable to obtain your full civilian salary check and reimburse your civilian employer as opposed to receive a net check from them. This is because your civilian benefits such as pension, profit sharing, bonuses, etc. may be based on the salary paid to you. Determine if you have a choice with your employer.



TAXES, (cont.)

Many reservists find that the tax tables do not withhold an adequate amount. This can be corrected by filing a revised W-4, Employee Withholding Exemption Certificate, with your pay officer. In some states Reserve pay is taxable, while in other states it is not. It is in your best interest to determine your state's taxability.

(The information in this article is general in nature, and should be treated as such. Refer to IRS Pub 17 or a qualified tax consultant for answers to specific questions.)

CIOR Team Trials

How would you like to visit Oslo, Norway this summer? Coast Guard Reserve Officers may compete for a place on the United States Interallied Confederation of Reserve Officers (CIOR) military team. The next competition will be in Oslo, August 5-11, 1985.

Applicants should be in good physical condition. Suggested minimum guidelines are the ability to swim 50 meters in under 32 seconds and the ability to run five miles in under 32 minutes. Applicants must be able to do at least ten pull-ups. Shooting and orienteering experience is desired, but not necessary for selection.

The training camp is in a hot and humid area, so competitors must arrive in good physical shape. Team trials are tough; there will be no time for remedial conditioning. You will need to do more than run well to make the team.

If you think you can hold your own against some of the best officers in the United States, submit an application via the chain of command to Commandant(G-RST) before April 1, 1985. Application forms can be obtained from district commanders (r). Those selected for the team must be able to be on ADT for approximately eight weeks (June 24 - August 11 1985).

To find out more about the CIOR, potential applicants may refer to the Nov. - Dec. issue of "THE RESERVIST" or the recent COMDTNOTE 1710. Team eligibility is limited to reserve officers on inactive duty status only.

In addition, if you are ever in the Yorktown, VA area and would like to try out the NATO obstacle course at Reserve Training Center Yorktown, please contact LT Alex Simonka at (898) 827-2236 or FTS 827-2236.

INACTIVE DUTY RESERVE OFFICER BOARD SCHEDULE FOR THE REMAINDER OF PROMOTION YEAR 1985

BOARD NAMES	TENTATIVE DATES OF BOARDS
COMMODORE SELECTION	28 JAN - 1 FEB 85
LTJG SELECTION & LT SELECTION	25 FEB, 8 MAR 85
CAPTAIN RETENTION	1-5 APR 85
LCDR SELECTION	6-17 MAY 85
RESERVE OFFICER MOBILIZATION DISPOSITION (ISL SCREENING)	15-26 JUL 85

DRILL PAY-EFFECTIVE 1 JANUARY 1985

PAY GRADE	UNDER 2	OVER 2	OVER 3	OVER 4	OVER 6	OVER 8	OVER 10	OVER 12	OVER 14	OVER 16	OVER 18	OVER 20	OVER 22	OVER 26
COMMISSIONED OFFICERS														
O-6	83.54	91.79	97.80	97.80	97.80	97.80	97.80	97.80	101.12	117.11	123.10	125.77	133.07	144.32
O-5	66.82	78.47	83.88	83.88	83.88	83.88	86.43	91.07	97.17	104.44	110.44	113.78	117.75	117.75
O-4	56.32	68.58	73.16	73.16	74.51	77.81	83.11	87.79	91.79	95.82	98.47	98.47	98.47	98.47
O-3	52.34	58.51	62.55	69.21	72.52	75.14	79.19	83.11	85.16	85.16	85.16	85.16	85.16	85.16
O-2	45.64	49.84	59.87	61.89	63.19	63.19	63.19	63.19	63.19	63.19	63.19	63.19	63.19	63.19
O-1	39.62	41.25	49.84	49.84	49.84	49.84	49.84	49.84	49.84	49.84	49.84	49.84	49.84	49.84
COMMISSIONED OFFICERS WITH OVER 4 YEARS ACTIVE SERVICE AS ENLISTED OR WARRANT OFFICER														
O-3E	69.21	72.52	75.14	79.19	83.11	86.43	86.43	86.43	86.43	86.43	86.43
O-2E	61.89	63.19	65.19	68.58	71.20	73.16	73.16	73.16	73.16	73.16	73.16
O-1E	49.84	53.24	55.20	57.20	59.19	61.89	61.89	61.89	61.89	61.89	61.89
WARRANT OFFICERS														
W-4	53.32	57.20	57.20	58.51	61.17	63.87	66.55	71.20	74.51	77.13	79.19	81.75	84.49	91.07
W-3	48.46	52.57	52.57	53.24	53.87	57.81	61.17	63.19	65.19	67.14	69.21	71.90	74.51	77.13
W-2	42.45	45.92	45.92	47.26	49.84	52.57	54.56	56.56	58.51	60.56	62.55	64.53	67.14	67.14
ENLISTED														
E-9	62.02	63.43	64.86	66.35	67.83	69.15	72.79	79.86
E-8	52.02	53.50	54.90	56.34	57.82	59.16	60.61	64.17	71.33
E-7	36.32	39.20	40.66	42.08	43.52	44.90	46.34	47.78	49.94	51.36	52.80	53.49	57.08	64.17
E-6	31.24	34.06	35.48	36.99	38.36	39.76	41.22	43.34	44.70	46.14	46.84	46.84	46.84	46.84
E-5	27.42	29.85	31.29	32.66	34.80	36.21	37.66	39.04	39.76	39.76	39.76	39.76	39.76	39.76
E-4	25.58	27.01	28.59	30.82	32.03	32.03	32.03	32.03	32.03	32.03	32.03	32.03	32.03	32.03
E-3	24.10	25.41	26.44	27.49	27.49	27.49	27.49	27.49	27.49	27.49	27.49	27.49	27.49	27.49
E-2	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18	23.18
E-1	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68	20.68

Note: This basic pay table reflects the 4% military pay raise effective 1/1/85.

TOTAL GROSS WEEKEND DRILL PAY-EFFECTIVE 1 JANUARY 1985

PAY GRADE	UNDER 2	OVER 2	OVER 3	OVER 4	OVER 6	OVER 8	OVER 10	OVER 12	OVER 14	OVER 16	OVER 18	OVER 20	OVER 22	OVER 26
COMMISSIONED OFFICERS														
O-6	334.16	367.16	391.20	391.20	391.20	391.20	391.20	391.20	404.48	468.44	492.40	503.08	532.28	577.28
O-5	267.28	313.88	335.52	335.52	335.52	335.52	345.72	364.28	388.68	417.76	441.76	455.12	471.00	471.00
O-4	225.28	274.32	292.64	292.64	298.04	311.24	332.44	351.16	367.16	383.28	393.88	393.88	393.88	393.88
O-3	209.36	234.04	250.20	276.84	290.08	300.56	316.76	332.44	340.64	340.64	340.64	340.64	340.64	340.64
O-2	182.56	199.36	239.48	247.56	252.76	252.76	252.76	252.76	252.76	252.76	252.76	252.76	252.76	252.76
O-1	158.48	165.00	199.36	199.36	199.36	199.36	199.36	199.36	199.36	199.36	199.36	199.36	199.36	199.36
COMMISSIONED OFFICERS WITH OVER 4 YEARS ACTIVE SERVICE AS ENLISTED OR WARRANT OFFICER														
O-3E	276.84	290.08	300.56	316.76	332.44	345.72	345.72	345.72	345.72	345.72	345.72
O-2E	247.56	252.76	260.76	274.32	284.80	292.64	292.64	292.64	292.64	292.64	292.64
O-1E	199.36	212.96	220.80	228.80	236.76	247.56	247.56	247.56	247.56	247.56	247.56
WARRANT OFFICERS														
W-4	213.28	228.80	228.80	234.04	244.68	255.48	266.20	284.80	298.04	308.52	316.76	327.00	337.96	364.28
W-3	193.84	210.28	210.28	212.96	215.48	231.24	244.68	252.76	260.76	268.56	276.84	287.60	298.04	308.52
W-2	169.80	183.68	183.68	189.04	199.36	210.28	218.24	226.24	234.04	242.24	250.20	258.12	268.56	268.56
ENLISTED														
E-9	248.08	253.72	259.44	265.40	271.32	276.60	291.16	319.44
E-8	208.08	214.00	219.60	225.36	231.28	236.64	242.44	256.68	285.32
E-7	145.28	156.80	162.64	168.32	174.08	179.60	185.36	191.12	199.76	205.44	211.20	213.96	228.32	256.68
E-6	124.96	136.24	141.92	147.96	153.44	159.04	164.88	173.36	178.80	184.56	187.36	187.36	187.36	187.36
E-5	109.68	119.40	125.16	130.64	139.20	144.84	150.64	156.16	159.04	159.04	159.04	159.04	159.04	159.04
E-4	102.32	108.04	114.36	123.28	128.12	128.12	128.12	128.12	128.12	128.12	128.12	128.12	128.12	128.12
E-3	96.40	101.64	105.76	109.96	109.96	109.96	109.96	109.96	109.96	109.96	109.96	109.96	109.96	109.96
E-2	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72	92.72
E-1	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72	82.72

Note: This basic pay table reflects the 4% military pay raise effective 1/1/85.

OCTOBER '84 RESERVE SERVICEWIDE EXAM STATISTICS

Below is a list of the number of persons recommended for each exam rate, AVG time of inactive service, AVG ADT in pay grade, and AVG time in rate. This list is approximately 90% accurate. Data from late exam requests is not included. It should give each candidate an idea of how they compare with the AVERAGE candidate for advancement.

EXAM RATE	TOTAL EXAM	AVG INACT	AVG ADT	AVG TIME IN RATE
ADC	1	09-01	48	07-03
ADCS	1	13-09	37	03-00
AE2	1	01-02	36	03-07
AT1	1	01-01	12	02-11
BMC	56	10-07	65	05-11
BQM	12	19-02	45	04-02
BPCS	32	14-08	62	05-04
BM1	23	09-02	53	05-04
BM2	38	06-03	53	04-11
BM3	8	05-04	35	03-11
DCC	19	13-08	84	07-09
DC1	5	09-11	46	04-11
DC2	4	05-05	40	04-02
DPC	1	11-00	36	05-02
DPCM	1	15-00	24	02-00
DPCS	1	10-07	36	04-01
DP2	1	01-00	13	01-01
EMC	22	14-04	103	09-04
EQM	2	17-08	84	07-00
EMCS	3	12-09	52	05-07
EM1	12	08-11	74	06-02
EM2	2	07-05	48	08-00
ETC	24	09-00	85	07-04
ETOM	2	15-05	55	04-07
ETCS	1	12-11	36	03-00
ET1	3	09-08	32	04-10
ET2	4	03-10	37	03-08
FIC	16	11-04	84	07-09
FICM	9	21-06	68	05-09
FICS	23	15-02	72	06-10
FTC	1	23-11	84	10-09
FT2	1	08-00	48	05-07
GMC	3	08-03	53	05-02
GMQ	2	19-02	25	02-06
GM1	1	08-03	36	03-05
HMC	23	12-00	69	06-08
HQM	2	22-11	52	04-07
HMCS	3	16-08	71	06-10
HM1	16	07-04	47	05-00
HM2	2	04-07	37	03-04
IVC	10	13-05	78	04-02
IVQM	3	20-03	62	03-08
IVCS	5	18-03	120	03-02
IV1	4	15-10	80	07-06
MKC	69	12-00	65	06-00
MQM	18	22-02	54	04-01
MKCS	40	15-04	59	05-06
MK1	31	08-09	56	05-04

EXAM RATE	TOTAL EXAM	AVG INACT	AVG ADT	AVG TIME IN RATE
MK2	21	06-04	68	05-06
MK3	2	07-05	60	05-09
MSTC	1	09-06	60	05-04
MST1	1	02-01	24	04-00
PAC	4	13-06	94	08-09
PACM	1	14-09	39	03-00
PACS	2	13-08	47	04-01
PA1	1	09-00	225	04-01
PA2	4	03-09	32	03-08
PSC	101	12-04	61	05-09
PSCM	13	19-05	61	04-10
PSCS	26	16-03	60	05-09
PS1	73	08-08	42	04-01
PS2	52	04-03	28	02-06
PS3	14	06-08	39	05-02
QMC	7	10-06	110	04-07
QMCM	2	19-03	36	03-02
QMCS	2	13-09	60	04-10
QM1	4	11-07	73	07-02
QM2	4	05-05	27	05-00
QM3	2	04-02	36	03-01
RDC	1	07-09	24	02-09
RDCM	1	17-01	48	04-01
RDCS	5	13-09	63	06-09
RMC	9	10-06	45	04-03
RMCM	1	10-01	24	02-06
RMCS	3	10-01	51	05-00
RM1	4	06-11	28	02-10
SKC	32	11-02	74	06-11
SKCM	2	27-06	48	04-01
SKCS	2	15-05	117	11-05
SK1	25	07-10	63	05-07
SK2	21	05-02	41	04-01
SK3	1	04-03	48	04-01
SSC	13	12-05	100	05-04
SSCM	3	24-02	58	04-08
SSCS	7	13-05	53	04-08
SS1	4	11-03	24	02-09
SS2	4	07-08	58	06-11
SS3	2	11-09	73	06-09
TT1	1	10-06	60	05-04
YNC	54	11-02	74	06-03
YNCM	9	25-00	60	05-07
YNCS	20	13-06	67	04-08
YN1	70	07-08	49	04-10
YN2	21	04-03	34	03-07
YN3	4	06-04	54	05-04
TOTAL	1222	10-11	59	05-04

Annual Training Courses for '85 & ADT Course schedule for FY 85/86

The following are the course descriptions and eligibility requirements for the Reserve Active Duty for Training (ADT) curriculum for FY 85. Courses are listed alphabetically according to the short titles contained in parentheses under the full name. Also included is the schedule of class convenings. Check with your training officer for availability of quotas or consult Enclosure 4-2 of the Reserve Training Manual for schedules and quotas.

NOTE: Coast Guard safety regulations require certain safety clothing when in hazardous situations. Most engineering courses (and many other courses with hands-on laboratory sessions) will require the wearing of work uniforms and safety shoes by students.

COURSE OBJECTIVES AND ELIGIBILITY REQUIREMENTS FOR OFFICER AND OFFICER/ENLISTED COURSES

AIDS TO NAVIGATION MAINTENANCE (ANC-3)

Objective: To teach basic troubleshooting, repair, installation, and maintenance record-keeping necessary to maintain the Coast Guard Minor Aids to Navigation System. (Carries an AX Qualification Code).

Eligibility: Anyone assigned to AtoN teams, buoy boats, construction tenders, buoy tenders, Groups, Bases, and District Offices. Attendees must be qualified for current mobilization assignment.

EXPLOSIVE HANDLING SUPERVISOR (EHS)

RTC YORKTOWN

Objective: To provide advanced technical trainee level skills and knowledge to regular and reserve officer and enlisted personnel assigned to explosive handling supervisor duties as part of the Port Operations departments at Marine Safety units or by mobilization billets. The course includes detailed instruction on verification of compliance with federal regulation for the safe handling of commercial and military explosives. The following subjects are covered: packaged hazardous materials regulations, military explosives regulations, International Maritime Organization Dangerous Goods Code, permit processing, compatibility of cargoes, vessel preload examinations including cargo gear examination and testing, supervision of cargo operations, and the requirements for proper blocking and bracing of cargo.

The course is taught using lecture, demonstration, simulations and practical exercises with an emphasis on hands-on experience aboard an actual cargo vessel.

Eligibility: Regular and reserve officer and enlisted personnel assigned to explosive handling supervisor duties as part of the Port Operations departments at Marine Safety units or by mobilization billets. Completion of the PORT SAFETY/SECURITY OFFICER COURSE, PORT SAFETY/SECURITY ENLISTED COURSE, PORT OPERATIONS DEPARTMENT COURSE, MARINE SAFETY PETTY OFFICER COURSE, or equivalent Marine Safety introductory course is a prerequisite of this course.

- Note:** (1) Safety shoes are required and must be provided by students.
(2) Warm under garments are recommended for winter months. Coveralls and foul weather jackets will be provided at the school.

HAZARDOUS CHEMICALS (HC)

Objective: This course is designed to introduce marine and port safety personnel to the hazards presented by hazardous chemicals, substances, and materials. The course covers four essential areas: general chemistry of hazardous chemicals; occupational health when confronted by hazardous chemicals; hazard evaluation of hazardous chemicals; and basic response techniques to a hazardous chemical incident. Emphasis in the response techniques will be towards hands-on training with protective clothing, respirators, and detection devices available at Coast Guard operational units. Emphasis in hazard evaluation will be through the use of the Coast Guard's Chemical Hazard Response Information System (CHRIS).

Eligibility: Any officer or enlisted member holding a mobilization assignment in Hazardous Materials or Waterfront Facilities who has attended any of the following: PS Basic, PS Advanced, MES I, MES II, PS Class "A" School or one of the PSS courses.

INSTRUCTOR TRAINING (IT)

Objective: To train Coast Guard personnel to perform standardized classroom instruction. The training will consist of classroom lectures and practical exercises in the development, implementation, and evaluation of subject matter and classroom instructional techniques.

Eligibility: Any member who is involved at any level of design, development or execution of formal instruction. Trainee must first be qualified for current mobilization assignment.

NBC PREPAREDNESS

(NBC Prep)

NCBC GULFPORT, MS

Objective: To provide academic and practical instruction in the types and effects of modern NBC (Nuclear, Biological, Chemical) warfare, and methods for protection and recovery. Instruction is segmented to present first a sequence of studies relating to effects, detection methods, and countermeasures in NBC warfare; then the effects and countermeasures common to each of these types of disaster situations. By practical simulated problem solving situations, the student becomes proficient in all aspects of NBC disaster recovery operations. Much of this training takes place in the specially constructed field training area known as "Disaster Village."

Eligibility: E-4 to O-4.

OFFICER LEADERSHIP (ROLAM)

Objective: To train students in current management techniques designed to enhance effectiveness as a leader. The curriculum provides an opportunity for leadership experience through case studies, unit problems, and role playing situations. The course covers various leadership, motivation theory, and interpersonal communication skills. Classes will be conducted using a variety of classroom techniques.

Eligibility: Officers (O-4 and below) serving in a supervisory position within the Coast Guard Reserve.

Note: To enable the training commands to supply each trainee with a pre-instruction training packet, the following information shall be supplied to the school at least four weeks prior to the assigned convening date.

- (1) Name of student
- (2) Sex (for berthing purposes)
- (3) Home address
- (4) Home or work phone

OCEANIC SEARCH PLANNING (OSAR)

Objective: To train Coast Guard and other selected SAR personnel to perform standardized search planning in accordance with the National Search and Rescue Manual (COMDTINST M 16130.2). The training will consist of classroom lectures and practical exercises in search and rescue planning techniques relevant to the sequential stages and supporting components of the SAR system.

Eligibility: E-5 through E-9 and W-2 through O-4 who are assigned to units where they will be required to perform the duties of a SAR Mission Coordinator (SMC) and/or On Scene Commander (OSC). Attendees must be qualified for current mobilization assignment.

PORT SAFETY AND SECURITY (OFFICER & CPO) (PSSO)

Objective: To provide entry level training in the PSS and MEP functions. Focus is on firefighting, law enforcement, pollution response, and bulk dangerous cargo and bulk liquid transfer and transport activities.

Eligibility: Any E-7 or above augmenting or holding a mobilization billet in the PSS program. Must have completed the PS3 or the old Port Security Basic correspondence course. Anyone having completed the PSB and PSA resident courses, or MES I and MES II, or PSSE are not eligible to attend. Anyone having completed the PSB or MES I or MES II may attend PSS but must complete the required correspondence course prior to attending.

RESERVE RECRUITING SEMINAR (ResRecSem)

Objective: To provide recruiters with the skills needed to effectively run a recruiting program. Training includes office management, sales training, telephone techniques, public speaking, testing, introduction to various available programs, civil rights, and a session on Coast Guard history.

Eligibility: Anyone assigned to a recruiting office on active duty or through augmentation training. Attendees must be qualified for current mobilization assignment.

Note: This course is the first two weeks of the three week course attended by regulars. This course is now a thirteen day course.

RESERVE OFFICER CANDIDATE INDOCTRINATION (ROCI)

Objective: To provide basic indoctrination to officer candidates selected for commissions in the inactive Duty Selected Reserve. This course will include classroom lessons in Coast Guard History and Organization, Correspondence, Directives, Seamanship, Advancement and Career Development and many aspects of Leadership and Management training. Experiential learning consists of Firefighting, Survival Swimming and Small Arms training. Instruction is oriented towards the development of fundamental skills in the organizational and operational domains.

Eligibility: Candidates selected for commissions in the Inactive Duty Selected Reserves. All candidates attending ROCI must take a prerequisite Coast Guard Orientation for Officers (CGO-O) correspondence course.

RESERVE UNIT ADMINISTRATION AND TRAINING (RUAT)

Objective: To prepare Senior Petty Officers and Junior Officers for all phases of administration at the Reserve unit level.

Eligibility: E-6 to O-3. Trainee must currently be serving as administrative officer, assistant administrative officer, training officer, assistant training officer, or be eligible to fill these billets. Those having attended *both* the old Reserve Unit Administrative Officer/Petty Officer (RUA) and the old Training Administrative (TADM) courses are not eligible. Those having attended one of these courses are eligible for RUAT but will be exposed to some previously learned material. Completion of the RUAT correspondence course (COMDTINST M 1550.10 (series)) is required prior to reporting.

SMALL ARMS INSTRUCTOR (SAI)

Objective: To train personnel in the basic skills and knowledge needed to act as independent small arms instructors and to establish standardized small arms training programs in accordance with the USCG Ordinance Manual COMDTINST M8000.2.

Eligibility: Enlisted personnel E-5 or above (E-4 or above for GM/FT's). Certified copy of Small Arms Target Practice Report (CG-3029) showing qualification on all standard service weapons must be sent to the district commander (rt) before orders can be issued. Qualification must be earned/renewed within 12 months of the requested school convening date.

Note: Course duration is three weeks.

SMALL BOATS OPERATIONS (SBO)

Cancelled. Last convening 11 September 1983. See Small Boat Crewmember (SBC) and Small Boat Coxswain (SBX) course descriptions for replacement training.

SMALL UNIT SAR. (SUSAR)

Objective: To train students in operational search and rescue procedures at a small unit. Augmentation Training at small SAR units is the primary focus. Curriculum includes SAR communications, search planning, multi-unit coordination (including air/surface units), and practical exercises requiring utilization of information taught. RCC major-unit SAR will not be covered except as it impinges upon local operations.

Eligibility: E-4 through O-4. All enlisted students must have successfully completed the SBO course, the SBX course, or the BM Class A School, or be an operating coxswain at the local unit. Attendees must be qualified for current mobilization assignment.

Note: RTC Trainees must report with low-cut white tennis shoes. Alameda Trainees must report with low-cut white tennis shoes and swim suit.

COURSE OBJECTIVES AND ELIGIBILITY AND PREREQUISITE REQUIREMENTS FOR ENLISTED COURSES.

BOATSWAINS MATE ADVANCED (BM Adv)

Objective: To provide training in both classroom and practical exercises in three primary professional areas: Small unit administration, Personnel management, and Advanced BM deck skills.

Eligibility: E-5 or above who have completed BM Bas. or have had equivalent courses or experience. E-5's must be eligible to compete in the servicewide examination for BM1 within six months of the conclusion of the course.

Note: For Alameda only—Trainees must report with low-cut white tennis shoes and swim suit.

BOATSWAINS MATE BASIC (BM Bas)

Objective: To introduce the trainee to BM rating duties, stressing skills that require close supervision and hands-on training. Major areas of instruction include: marlinespike seamanship; use and principles of tackle; use and care of canvas and leather, small boat nomenclature; compartmentation; lateral system of buoyage; chart interpretation; basic piloting; rules of the road; use of the shoulder line throwing gun and pyrotechnics; towing; man overboard procedures; fire and salvage pump operations; and radiotelephone procedures. Most classroom training is reinforced through workshop activities. Hands-on training is approximately fifty percent of the course content.

Eligibility: BM2 direct petty officers, BM3 or SN(BM). Graduates of BM/PS A School, BM A School, Small Boat Operations or small unit SAR are *NOT* eligible for this course.

Note: For Alameda Only—Trainees must report with low-cut tennis shoes and swim suit.

DAMAGE CONTROLMAN ADVANCED (DC Adv)

Objective: To provide training to help DC2 and DC1 reservists prepare for advancement. Emphasis will be on examination factors in the following areas: carpentry, blueprints, firefighting and pumps; welding and cutting; sheet metal work; and organization/administration. Since the major focus of the course is theory, there will be limited opportunity for hands-on training.

Eligibility: DC2 and DC1. DCC's or higher may attend for refresher training.

Note: Trainees should bring work uniform for hands-on training sessions.

ELECTRICIAN'S MATE ADVANCED (EM Adv)

Objective: To prepare students for competition in the SWE for E-6 and E-7. Curriculum will focus on examination factors and certain practical factors. Scope of course includes: advanced work in AC and DC motors and generators; servo-mechanisms; magnetic amplifiers, and test equipment.

Eligibility: EM2 or EM1. EMC's or above may attend for refresher training. Expertise at the E-5 level will be expected of all participants. Instruction will not be provided at a lower level.

MACHINERY TECHNICIAN ADVANCED (MK Adv)

Reserve Schools Alameda

Objective: To train petty officers in the skills necessary for advancement to MK1 and MKC. The curriculum is designed to cover specifically those areas described in the Enlisted Qualifications Manual (CG-311). Items include: advanced auxiliary and main propulsion systems; steam systems including distilling plants; refrigeration and air conditioning; damage control; and hydraulic systems. Practical factors will be addressed where appropriate equipment is available. Training should be directly related to mobilization/augmentation assignment.

Eligibility: MK2 or MK1. MKC's or above may attend for refresher training. Expertise at the E-5 Level will be expected of all participants. Instruction will not be provided at a lower level.

Note: Trainees must report with black steel toe safety shoes.

MACHINERY TECHNICIAN ADVANCED COURSES RTC Yorktown

MK Advanced Courses at RCT Yorktown consist of the active service Class C courses listed below.

(1) ENGINEERING ADMINISTRATION (MK-1)

Objective: To train Engineering Petty Officers in their administrative duties and responsibilities. The training will consist of engineering department organization and management of electrical systems and test equipment used in Coast Guard vessels. Relations between the Engineering Officer and the Group Engineer, District (ene) and Commandant (G-ENE) will also be emphasized.

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK Basic or equivalent course. Advanced course should be related to individual's mobilization assignment.

(2) OILY WATER SEPARATOR SYSTEMS AND ENGINE GOVERNORS (MK-2/7)

Objective: One week of the course is devoted to practical training in oily water separator systems, including: nomenclature, operation, and maintenance; troubleshooting procedures of 5, 10, 20, and 100 GPM fuel filter/separators; and practical training in maintenance and use of fuel-testing equipment. The remaining week provides instruction in the fundamentals of governor hydraulic and components, including: proper preventive maintenance requirements, hydraulic governor circuit operation and adjustment, and troubleshooting procedures of governor/actuator problems commonly found in the field.

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK-6. Advanced course should be related to individual's mobilization assignment.

(3) FIRE TUBE BOILER/FLASH EVAPORATOR OPERATION AND MAINTENANCE (MK-5)

Objective: Provide training in operation and maintenance of the Clayton Steam Generator. This includes heating section, water system, fuel system, electrical system, operation pressures and temperatures, feedwater testing, and troubleshooting. Also, instruction in the operation and maintenance of flashtype evaporators. This includes operating pressures and temperatures, and watchstanding procedures for the vacuum pump.

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK Basic or equivalent course. Advanced course should be related to individual's mobilization assignment.

(4) HYDRAULIC SYSTEMS AND EQUIPMENT: OPERATION AND MAINTENANCE (MK-6)

Objective: Provide student with instruction and practical training in the fundamentals of hydraulics, operations and repair of hydraulic systems and components, proper troubleshooting procedures and preventive maintenance requirements.

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK Basic or equivalent course. Advanced course should be related to individual's mobilization assignment.

(5) REFRIGERATION AND AIR CONDITIONING (MK-22)

Objective: To train Engineering Petty Officers to operate and maintain refrigeration and air conditioning equipment used on Coast Guard cutters, boats, and stations. Training will consist of the fundamentals of refrigeration systems with practical training in operation, maintenance, repair and troubleshooting of various refrigeration and A/C equipment.

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK Basic or equivalent course. Advanced course should be related to individual's mobilization assignment.

(6) OUTBOARD MOTOR MAINTENANCE (MK-23)

Objective: To provide instruction in troubleshooting and repairing outboard motors. Reservists will attend this Class C school on a space-available basis. This course is primarily appropriate for personnel attached to units having related disaster relief/mobilization missions relying on outboard equipment.

Eligibility: E-4 or above in DC, EM, or MK ratings. Attendees must be qualified for current mobilization assignment.

Note: Trainees must report with black steel toe safety shoes.

MACHINERY TECHNICIAN BASIC (MK Bas)

RTC Yorktown

Objective: Taught in modular form at RTC Yorktown. Each class convening will consist of one of the two subjects listed below.

Eligibility: Firemen desiring to advance in the MK rating, MK3's and direct petty officers in the MK rating in pay grade E-5 and below.

Note: Trainees must report with black steel toe safety shoes.

(1) GM 6V53N DIESEL ENGINES

Objective: Provide instruction and practical training in the identification, location and function of the basic systems and components, along with disassembly/assembly and tune-up of the 6V53N diesel engine.

(2) VT-903M CUMMINS DIESEL ENGINE

Objective: Provide instruction and practical training in the identification, location, and function of the basic systems and components, along with the disassembly/assembly and tune-up of the VTG-903M Cummins diesel engine.

MACHINERY TECHNICIAN BASIC

(MK Bas)

Reserve Schools Alameda

Objective: Provides an introduction to the duties of the MK rating, and stresses those skills which require hands-on training. Topics included are: firefighting, use of the OBA; Clayton Steam Generator; GM 6-71 operation; refrigeration; gas turbine operation; troubleshooting; engineering; control; gasoline engines; damage control; and small boat engineering. This course is introductory in nature and completion of the appropriate non-resident (correspondence) course and extensive OJT will be required for competence in the MK rating.

Eligibility: Firemen desiring to advance into the MK rating, MK3's and direct petty officers in the MK rating in pay grade E-5 and below.

Note: Trainees must report with black steel toe safety shoes.

PERSONNEL MANAGEMENT INFORMATION SYSTEM

(PMIS)

Objective: To provide yeomen with professional skills in PMIS, service record maintenance, and Joint Uniform Military Pay System (JUMPS) in order that they may be able to perform personnel management duties required upon full mobilization.

Eligibility: Any yeoman whose mobilization assignment involves service record maintenance.

PETTY OFFICER LEADERSHIP

(RPOLAM)

Objective: To present management techniques designed to enhance one's effectiveness as a leader. Provides opportunity for leadership experience through case studies, unit problems, and situations involving role playing. This course covers leadership models, motivation theory, and interpersonal communications skills. Classes will be conducted using a variety of classroom techniques.

Eligibility: Enlisted personnel, E-6 or above serving in a supervisory position within the Coast Guard Reserve. Attendees must have a minimum of two years Coast Guard Reserve and/or regular experience, completed at least two ADT periods, and completed a basic rating school (if required).

Note: To enable the training commands to supply each trainee with a preinstruction training packet, the following information should be supplied to the school at least four weeks before class convenes:

- (1) Name of student
- (2) Sex (for berthing purposes)
- (3) Home address
- (4) Home or work phone

PORT SAFETY AND SECURITY (ENLISTED)

(PSSE)

Objective: To provide training in the hands-on aspects of the PSS and MEP functions. Focus is on firefighting, law enforcement, pollution response, and bulk dangerous cargo and bulk liquid transfer and transport activities.

Eligibility: SN who desires to advance into the PS rating, E-4 to E-6 augmenting or holding mobilization billets in the PSS areas. Applicants must have completed the PS3 correspondence course. Anyone having completed the PS Class "A" school after July 1980 is not eligible. Anyone having completed the PSB and PSA resident courses is not eligible. Anyone having completed the PSB resident course is eligible to attend PSS but must complete the required correspondence course prior to attending.

RESERVE ENLISTED BASIC INDOCTRINATION

(REBI)

Objective: To provide basic indoctrination for reservists with no prior military experience who were enlisted as direct petty officers. The curriculum is designed to provide an initial indoctrination to military service and the Coast Guard in particular. The level of instruction is geared to trainees who have completed the Coast Guard Orientation correspondence course. Military drill and etiquette are practiced, with an emphasis on "hands-on" experience in such areas as: field communications, firefighting and damage control, military justice, survival swimming, firing the M-16 and the .45 calibre pistol, first aid, and correct wearing of the various uniforms.

Eligibility: All direct petty officers (RX) after completing the Coast Guard Orientation correspondence course, must attend within one year of enlistment. (The Coast Orientation correspondence course may be waived only for those direct petty officers who have not signed the revised Statement of Understanding which requires completion of the course. In these cases, completion of CGO is still strongly recommended.)

Note: Trainees must report with a complete initial issue-in-kind seabag, tailored in accordance with COMDTINST M1020.F.

SMALL BOAT CREWMEMBER

(SBC)

Objective: To provide a foundation for qualification as a Coast Guard small boat crewmember as outlined in the Boat Crew Training Guide, Volume I, COMDTINST 16114.6. Instruction includes Seamanship, ATON, Basic piloting, Basic navigation rules (self paced), Basic SAR, Practical experience includes underway time of 31' PSBs. Tasks that are weather related or which require the use of a UTB or MLB are NOT accomplished in this course.

Eligibility: Seamen, Firemen and personnel with a BM, MK, or QM training rating indicator may attend. Personnel in other ratings, who require this training for their mobilization assignment, may also attend. Boat Engineers or Coxswains may NOT attend.

SMALL BOAT ENGINEERING

(SBE)

Objective: Upon completion of this course, the trainee will be able to carry out the duties and responsibilities of a small boat engineer. Areas of study include engine alarm and electrical system; disassembling, inspecting, and reassembling a starting motor; distributor, carburetor and ignition systems troubleshooting of various systems; preparation of various logs and reports and preventive maintenance on board a Coast Guard small boat.

Eligibility: E-5 or below in the DC, EM, or MK ratings.

Note: For Alameda only—Trainees must report with low-cut white tennis shoes, black steel toe shoes and swim suit.

SMALL BOAT COXSWAIN

(SBX)

Objective: To provide a foundation for qualification as a Coast Guard small boat coxswain as outlined in the Boat Crew Qualification Guide Volume II, COMDTINST 16114.6. Instruction includes SAR, ATON, Piloting. Practical experience is obtained on 31' PSBs. Tasks that are weather related or which require the use of a UTB or MLB are NOT accomplished in this course.

Eligibility: Qualified crewmembers in the BM, QM and MK ratings. Passing score on the Navigation rules End of Course test is mandatory.

STOREKEEPER BASIC

(SK Bas)

Objective: To prepare personnel who have little training in the SK rating for advancement to the E-4 or E-5 level. The purpose of the course is to provide the initial introduction to the skills necessary in the rating. Curriculum centers on those duties which these personnel most often perform, and includes administrative and clerical procedures, fiscal procedures, military pay, and elementary aspects of transportation and travel, inventory control (including procurement, identification, disbursement, receipt and custody), and basics of data processing systems used by the Coast Guard. Practical factors will be completed whenever possible.

Eligibility: E-3 or E-4 or more senior petty officers new to the SK rating or desiring refresher training.

SUBSISTENCE SPECIALIST ADVANCED

(SS Adv)

Objective: Upon completion of this course of instruction the trainee will be able to successfully carry out the duties of the senior food manager. These duties are almost exclusively administrative and managerial in nature and include: inventory and control of stores and food service equipment; procurement of stores; financial and stock control; planning and evaluation; food inspections; training; and supervision of personnel. The training will partially or completely prepare the trainee for advancement to the next higher pay grade.

Eligibility: SS2 or SS1. SSC or above may attend for refresher training. Successful performance as an intermediate level subsistence specialist, working knowledge of the organization of the enlisted dining facility, and knowledge of functions and regulations regarding general mess operations is required of all trainees.

SUBSISTENCE SPECIALIST INTERMEDIATE

(SS Int)

Objective: Upon completion of this course of instruction the trainee will be able to successfully carry out the duties of the intermediate level food service manager including: wardroom service; stowage; issue and management of stores; administration and management of food service operations; and training and supervision of food service personnel. The course will partially or completely prepare the trainee for advancement to the next higher pay grade. This course does not include training in food preparation techniques.

Eligibility: SS3 or SS2 desiring to gain mastery of those skills needed to supervise food preparation. Successful performance as a subsistence specialist at a basic level in the skill of food preparation and familiarity with the operation and organization of enlisted dining facility is required of all trainees.

WELDING AND BURNING

(W&B)

Objective: Training consists of instruction on the procedures of oxyacetylene welding, cutting and arc welding, welding safety, and welding equipment maintenance. Proper safety and handling procedures are demonstrated and followed by practical exercises under direction of the instructor.

Eligibility: E-4 or above in the DC, EM, or MK ratings. Training must be related to mobilization/augmentation assignments.

Note: Students should come prepared with work uniforms and black steel toe shoes for the practical sessions.

YEOMAN BASIC

(YN Bas)

Objective: To provide an introduction to the Yeoman rating for those personnel who have had no prior formal training in this rating. The curriculum is centered on those requirements in the Enlisted Qualifications Manual, COMDTINST M1414.8 (Old CG-311) which are required for advancement to YN3. Course scope includes: office and communications procedures; service record maintenance, including an introduction to the PMIS system; advancement requirements for enlisted personnel; and the Directives System.

Eligibility: E-3 personnel striking for YN rating and petty officers who are new to the YN rating or need refresher training. Ability to type at least 30 words per minute is required.

COURSE OBJECTIVES AND ELIGIBILITY REQUIREMENTS FOR WAR AND STAFF COLLEGE COURSES

RESERVE COMPONENT NATIONAL SECURITY COURSE (RCNSC-NDU)

(This two week course is conducted by the National Defense University and convenes annually at three locations throughout the U.S.).

Objective: This course is to provide selected Reserve Component officers a two-week professional military educational experience which reflects the core courses offered their active service counterparts in the National Defense University resident program. This course is designed to enhance preparation of officers to function in key roles as managers and leaders of the Reserve Component forces.

Eligibility: 05 and above (04 on exceptional basis)

Prerequisites: Secret Clearance must be indicated on attendees' ADT orders. Required readings supplies after selection must be completed prior to reporting.

RESERVE OFFICER DEFENSE ECONOMICS COURSE (RO/DE-NWC)

(The Naval War College Department of management biennially conducts this course at the Naval War College in Newport, RI for Naval, Marine Corps, and Coast Guard Reserve officers.)

Objective: This twelve day course is designed to increase insights into economic-based issues and techniques that impact on, and are useful in, the selection and application of military forces; major behavioral and management control issues that influence national security decision making, policy implementation and change; and the structure, process, and major issues involved in choosing and programming future military forces. The course thus contributes to the student's capability to perform and communicate effectively as a senior decision maker, manager, and staff member in the national security decision-making structure.

Eligibility: 05/06

Prerequisites: Secret Clearance is required and must be indicated on ADT orders. Independent study after selection, prior to reporting, is required.

RESERVE OFFICER NAVAL OPERATIONS (RO/NO)

(This course is held annually at the Naval War College in Newport, R.I. for Naval, Marine Corps, and Coast Guard Reserve Officers).

Objective: This twelve day course is designed to increase the knowledge and mobilization potential of Reserve officers by providing them with an improved understanding of how to optimize the employment of U.S. Naval Forces in situations varying from peacetime presence to nuclear war. The course will include a study of U.S. and Soviet capabilities and limitations, and the significance of these factors in tactical situations.

Eligibility: 03/04

Prerequisites: Secret Clearance must be indicated on ADT orders. Independent study after selection, prior to reporting, is required.

RESERVE OFFICER ORIENTATION (formerly Joint Planning Operations) (ROO-AFSC)

(Conducted twice a year at the Armed Forces Staff College (AFSC) Norfolk, VA.)

Objective: This two-week course is designed to increase each student's understanding of joint organization and command relationships at the unified command level and the basic principles and techniques of the Joint Operational Planning Process.

Eligibility: 04/05

Prerequisites: Secret Clearance must be indicated on ADT orders.

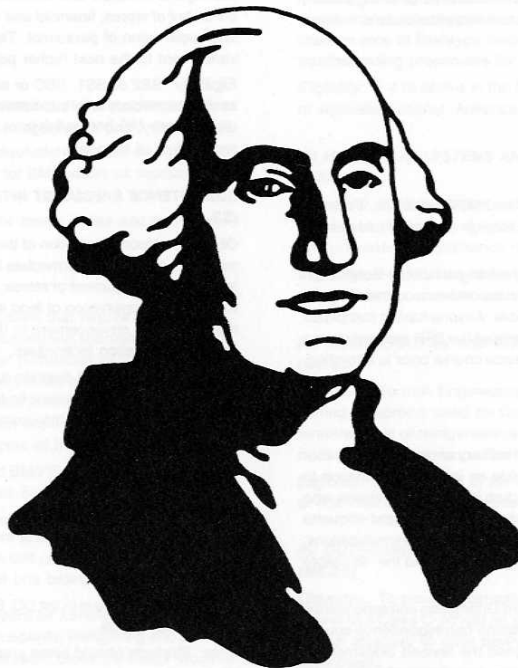
RESERVE OFFICER STRATEGY AND POLICY COURSE (RO/SP-NWC)

(The Naval War College Department of Strategy conducts this course biennially at the Naval War College in Newport, RI for Navy, Marine Corps, and Coast Guard Reserve officers.)

Objective: This twelve day course is designed to expose the Reserve Officer to the fundamentals of foreign policy and military strategy. Foreign policy and military strategy are examined from a historical perspective to demonstrate the perennial nature of the problems facing statesmen and military strategists and to explore the full range of options open to decision makers in the fields of strategy and policy. Emphasis is placed on the complexity and ambiguity of the decision making process, now and in the past.

Eligibility: 05/06

Prerequisites: Secret Security Clearance must be indicated on ADT orders. Required course work (supplied after selection) must be completed prior to reporting.



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KEY: a = Reserve Schools Alameda, CA
g = TRACEN Governors Island, NY
p = TRACEN Pataluma, CA
y = RTC Yorktown, VA

Special clothing requirements for trainees:

- * For Alameda only—Report with low-cut white tennis shoes and swim suit.
- ** For RTC only—Report with low-cut white tennis shoes.
- *** Report with black steel-toed safety shoes.

SUMMERSTOCK 1985

This year the Ninth District is again gearing up for Operation Summerstock season. In this program, reservists from throughout the country man several SAR stations in the Great Lakes area during the summer. The reserve stations are at Plum Island, WI.; Manistee, MI.; and Harbor Beach, MI. In addition, reservists will be needed to augment the crews at stations Niagara, NY.; Marblehead (Sandusky), OH.; and Belle Isle (Detroit), MI.

Interested reservists should submit applications (CG-3453) via their district commander (rt) to the Ninth District (rp) as soon as possible, but no later than 15 March. For additional information call (216) 522-3967 or FTS 942-3967.



The Ninth District is most interested in attracting small boat coxswains and engineers for the entire summer season. Requests for less than 30 days will not be considered. This is a great opportunity for those with mobilization assignments relating to small boat operations to gain valuable training and experience.

1985 SUMMERSTOCK RESERVE BILLETS

<u>BILLET</u>	<u>NO. REQ.</u>	<u>FUNCTION</u>	<u>EXPERIENCE</u>	<u>DATES OF DUTY</u>
LT/LTJG	3	Group Staff	Operations/Admin	3 JUN - 30 AUG
YN	1	Order/Records	General/PMIS	25 FEB - 11 OCT
SK	1	SADT Pay/Support	Pay	7 MAY - 20 SEP
BMC	3	OIC	OOD and Coxswain qualified SAR station operation experience	13 MAY - 6 SEP
BM1	1	XPO, OOD and Coxswain	OOD and Coxswain qualified SAR station operation experience	13 MAY - 13 SEP
BM1	1	OOD, Coxswain	OOD and Coxswain qualified	13 MAY - 13 SEP
BM2/3	11	Coxswain/Coxswain Trainee	Coxswain qualified or completed Sec. A and started Sec. C of COMDTINST M16114.9	13 MAY - 6 SEP
MK1	2	OOD/Boat Engineer	OOD and Boat Engineer	13 MAY - 13 SEP
MK2/3	10	Boat Engineer or Engineer Trainee	Boat Engineer qualified or completed Sec. A and started Sec. C of COMDTINST M16114.9	13 MAY - 6 SEP
SS2/3	4	Cook	Mess Management	13 MAY - 13 SEP
SN/SA	15	Crewman/Crewman Trainee	Crewman qualified or began Sec. A of COMDTINST M16114.9	13 MAY - 6 SEP
FN	3	Boat Engineer or Engineer Trainee	Boat Engineer qualified or began Sec. A COMDTINST M16114.9	13 MAY - 6 SEP

★ 1985 ★

WAR/STAFF COLLEGE SELECTEES

On 19 November a War/Staff College selection panel met to choose primary and alternate attendees to War/Staff Colleges open to reservists. The following personnel have been selected for the schools indicated:

1. Reserve Components National Security Course (RCNSC), Pensacola Naval Air Station, FL, 28 January 1985.

PRIMARY ATTENDEES

CDR W.M. DUQUETTE	CDR W.A. SCHMIDLIN
CDR T.J. FLYNN	LCDR W.C. AYER
CDR W.P. HUBBS	LCDR R.E. COSBY
CDR W.B. POWELL	LCDR J.T. MILLER

ALTERNATE SELECTEES

CDR S.M. LEVINE
LCDR W. RICHARDSON

2. Reserve Components National Security Course (RCNSC), Fort McNair, Washington, DC, 15 July 1985.

PRIMARY ATTENDEES

CDR W.C. BEAL	CDR W.G. MC DONALD
CDR A.D. FRIED	CDR R.W. ROGOWSKI
CDR J.A. GOEKE	LCDR C.J. FRANCIS
CDR T.E. LEWIS	LCDR J.M. O'TOOLE

3. Reserve Components National Security Course (RCNSC), Location to be announced, November 1985.

PRIMARY ATTENDEES

CDR P.L. MATER	CDR T.E. SIMS
CDR P.F. MAJOR	CDR S.M. THOMAS
CDR W.W. PULLEY	CDR S.R. VOLPENTEST
CDR J.F. RUMP	LCDR R.M. BELL

ALTERNATE SELECTEE

CDR R.K. WAGNER

4. Reserve Officer Strategy and Policy Course (RO/SP), Naval War College, Newport, RI, 1985.

PRIMARY ATTENDEES

CAPT R.D. MARKOFF	CDR H.E. COPELAND
CDR D.E. BERQUIST	CDR K.J. ROESSNER
CDR D.M. COHEN	

ALTERNATE SELECTEES

CAPT H.M. HURST
CDR W.I. NORTON

5. Reserve Officer Defense Economics Course (RO/DE), Naval War College, Newport, RI, 1985.

PRIMARY ATTENDEES

CAPT A.A. WICKLEY	CDR H.L. SMITH, JR.
CDR D.M. DICKERSON	LCDR J.R. MUDGETT
CDR R.T. HEBERT	

ALTERNATE SELECTEES

CDR C.W. MORE
LCDR J.T. RIKER

6. Reserve Officer Naval Operations Course (RO/NO), Naval War College, Newport, RI, 1985.

PRIMARY ATTENDEES

CDR T.R. SKATFE	LCDR G.A. WALTERS
LCDR W.D. HERSTER	LT N.M. DOHERTY
LCDR T.E. POLAKIEWIZ	LT C.A. SPITZ
LCDR J.E. TIECHERT	

ALTERNATE SELECTEES

LCDR L.H. HOWARD
LT T. O. SHEEHAN

7. Reserve Officer Orientation Course (ROO), Armed Forces Staff College, Norfolk, VA, 4 March 1985.

PRIMARY ATTENDEES

CDR M.T. BOHLMAN	LCDR J.E. WHITE
CDR J.L. STAPLETON	

ALTERNATE SELECTEE

LCDR R.J. PAPP

8. Reserve Officer Orientation Course (ROO), Armed Forces Staff College, Norfolk, VA, 9 September 1985.

PRIMARY ATTENDEES

LCDR R.R. CLARK	LCDR D.C. SMITH
LCDR D.V. HAGAN	

ALTERNATE SELECTEE

LCDR M.J. PERPER



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